

MINUTES
WEST LAFAYETTE REDEVELOPMENT COMMISSION
609 West Navajo St., West Lafayette, Indiana
Council Chambers
November 20, 2013

The meeting was called to order at 8:34 a.m.

The Pledge of Allegiance was recited.

Secretary Curtis called the role.

Present: Peter Gray, Susannah Hall-Justice, Larry Oates, Johari Miller-Wilson, Steve Curtis,
Janet Elmore

Old Business:

Minutes

Commissioner Miller-Wilson moved to approve the minutes of the October 16, 2013 Redevelopment Commission meeting. Commissioner Gray seconded. The minutes were approved as written 5-0.

Project Updates

Public Works Director Dave Buck updated the Commission on the following projects:

- Northwestern Ave. Phase II Project – All work has been completed. Lights have been installed and are working, the landscaping is in. A change order and final pay application are being prepared.
- Mid-Block Crossings Project – Project is on schedule. Final tracings are being prepared for submission to INDOT in December. Letting is scheduled for early next year with a bid opening in February. Project locations are at the Farmers Market at Salisbury and Lagrange and also Tapawingo at Wabash Landing. Enhancements to improve pedestrian safety are being planned for both locations.
- Salisbury Street Ph. III – Bids were opened at the November 19, 2013 Board of Works meeting. Bids were discussed later in the meeting. The area from Rainbow Drive to US52 and the entire Salisbury corridor for ATMS (Advanced Traffic Management System) from Fowler and Wiggins to Kalberer Road are included in the project.
- Cumberland Avenue Ph. III Project – Project is advancing in design. Various neighborhood group meetings are ongoing. American Structurepoint has been working on design standards to address safety issues which will meet the needs of the community and balance the concerns of the neighborhood. The project is scheduled to go to bid in early summer 2014 with construction anticipated to begin in August of 2014.

- Happy Hollow Road – Project is on schedule for a May 2014 letting through INDOT. Work is ongoing with homeowners in an attempt to resolve concerns regarding utility location, tree removal and pathway placement. INDOT has required a full culvert replacement at the Happy Hollow Creek crossing which will necessitate a design supplement and increased construction cost.

Development Director Chandler Poole updated the Commission on the following Project:

- Wabash Landing Parking Garage Lighting – Project is moving forward. Lighting material has been received and installation is scheduled to begin on Monday, November 25, 2013.

- State Street Master Plan – A project update will be provided by MKSK at the December meeting of the Commission. The second round of stakeholder meetings will be held November 21-22, 2013. The first public meeting will be held December 3, 2013 from 5:30 – 7:00 p.m. at the West Lafayette Public Library. Old photos of State Street and surveys can be found on the State Street Corridor Master Plan Facebook page.

Parks Superintendent Joe Payne updated the Commission on the following projects:

- Cattail Trail Connection Project – Plans are 95% complete and on schedule for submission to INDOT next month with a potential May 2014 letting of the project.

- Happy Hollow Park – Picnic tables for shelters have been ordered and will bring Shelter No. 1 up to ADA standards after installation. Additional tables will be ordered with EDIT funds for the other three shelters.

- Happy Hollow Park Ravine Footpath Repair – Work is underway beginning at the lower end from the end of the asphalt towards Salisbury Street. Progress continues although work is slow and weather dependent.

Deputy Chief Chris Leroux updated the Commission on the following project:

- Civic Safety Pilot Project – The camera system has been installed and in operation since the November 1, 2013. Details of the City policy are still being finalized and expected to be in place next week.

2014 Spending Plan

Questions and comments regarding the 2014 Spending Plan were requested.

Other

There was no further old business.

New Business:

Review of Financial Schedules

Redevelopment Commission Treasurer Judy Rhodes stated department heads are in the process of identifying open purchase orders which will not be expended in 2013 and can be closed out. Funds will flow into a revised 2013 outcome and to the cash on hand in the 2014 Spending Plan. President Oates requested all department heads determine closeout purchase orders as soon as possible and notify Treasurer Rhodes.

Payment of Claims

KCB TIF Claims **\$118,603.36**

Commissioner Gray moved to pay the KCB TIF claims. Commissioner Curtis seconded.

The roll call vote:

Aye: Gray, Hall-Justice, Oates, Miller-Wilson, Curtis

Nay:

The motion to approve the payment of the KCB TIF claims in the total amount of \$118,603.36 passed 5-0.

Levee/Village TIF Claims **\$127,062.57**

Commissioner Curtis moved to pay the Levee/Village TIF claims. Commissioner Miller-Wilson seconded.

The roll call vote:

Aye: Gray, Hall-Justice, Oates, Miller-Wilson, Curtis

Nay:

The motion to approve the payment of the Levee/Village TIF claims in the total amount of \$127,062.57 passed 5-0.

Additional claims previously approved by the Board of Works on behalf of the Redevelopment Commission were provided for reference.

Bid Review – Salisbury Street Ph. 3

Bids for the project were opened at the November 19, 2013 Board of Works meeting. An itemized bid tabulation prepared by Wessler and Associates for the three responders, Milestone Contractors, L.P., Fairfield Contractors, Inc. and Rieth-Riley Construction Co., was distributed and reviewed by Dave Buck. Base bids and the five alternate bids were explained. The Commission discussed the pros and cons regarding leaving the road open or closed during construction, lane restrictions, potential detours and traffic backup. Bids have been taken under advisement and a recommendation with a contract will be presented for approval at the December meeting of the Commission. The project will be funded from multiple sources in addition to TIF funds. Treasurer Rhodes stated since the project will be paid from multiple sources, the contract will be approved by the Board of Works and the Redevelopment Commission.

Change Order No. 1 – INTAC Management Group – Civic Safety Pilot Project

Deputy Chief Chris Leroux explained Change Order No. 1 to the contract with INTAC Management Group in the total amount of \$1,080.00. The change order was for the installation of additional electrical and IT cat 6 cables for the project. Deputy Chief Leroux stated the amount over and above the funds originally allocated to the project will be paid by the Police Department. Commissioner Miller-Wilson moved to approve Change Order No. 1 to the Traffic Civic Safety Pilot Project in a total amount of \$1,080.00 of which \$902.06 will come from the Levee/Village TIF District

and the balance of \$177.94 will be paid from the Police Department Budget. Commissioner Hall-Justice seconded.

The roll call vote:

Aye: Gray, Hall-Justice, Oates, Miller-Wilson, Curtis

Nay:

The motion passed 5-0.

Other

IT Director Anthony Newman provide an update on the City Financial Software System. The Clerk's office has been reviewing data on the existing system in preparation for conversion and upload to the new financial system which is expected to take place in the next few weeks. The project is still on target and will be used for the stormwater billing in January and go live in April.

Commission President Oates commented on the possibility of establishing new TIF Districts if the annexation is approved. He requested Chandler Poole begin the background work and research required before the creation of a potential TIF District. Treasurer Rhodes requested a copy of the related Council Resolution 20-13 be forwarded to the Commissioners.

Public Comment

Public Comment was requested. The next meeting was confirmed:

Wednesday, December 16, 2013 @ 8:30 a.m.
January 2, 2014 @ 3:00 p.m.

Adjourn

There being no further new business, Commissioner Miller-Wilson moved to adjourn. Commissioner Curtis seconded. The meeting adjourned at 9:21 a.m.

Stephen B. Curtis
Secretary

Approved:

Lawrence T. Oates
President